



Date: 29 November 2022

Leading Edge Business Solutions (Pty) Ltd
 Portion Re: 14/407
 Zevenfontein JR
 Fourways, Johannesburg
 Gauteng
 2191

Tel: 011 656 4233 / 083 412 8428
 E-mail: kerrin@ledge.co.za

Dear Kerrin Badham

Services SETA Recommendation No: 12743

RE - Recommendation – Leading Edge Business Solutions (Pty) Ltd – 1999/028024/07

As per the delegation from the Quality Council for Trades and Occupations in terms of the NQF Act (Act No. 67 of 2008) and Skills Development Act (Act No. 97 of 1998, as amended), this letter serves to confirm that **Leading Edge Business Solutions (Pty) Ltd has been Recommended for Programme Approval status** as a skills development provider in line with the SAQA qualification last date for enrolment for the following.

Name of Learning / Skills Programme	NQF level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
				Qual / US ID	Title	
Further Education and Training Certificate: Generic Management	4	150	2023-06-30	57712 LP74630	Further Education and Training Certificate: Generic Management	Qualification ID: 57712 LP74630 Qualification Title: Further Education and Training Certificate: Generic Management NQF Level: 4 Credits: 150 Registration start date: 2018-07-01 Registration end date: 2023-06-30 Last date of enrolment: 2024-06-30 Last date of achievement: 2027-06-30
Develop administrative procedures in a selected organisation	4	8	2023-06-30	110003	Develop administrative procedures in a selected organisation	Qualification ID: 57712 LP58344 Qualification Title: Further Education and Training Certificate: Generic Management NQF Level: 4 Credits: 150 Registration start date: 2018-07-01 Registration end date: 2023-06-30 Last date of enrolment: 2024-06-30 Last date of achievement: 2027-06-30



A comprehensive report in terms of the evaluation of your application will be sent to you.

Where there are any recommendations and requirements stipulated, please ensure that you provide the **Services Sector Education Training Authority** with the required information as per the stipulations.

Your recommendation number must be utilised by **Leading Edge Business Solutions (Pty) Ltd** only and may not be used by any other Skills Development Provider.

As a recommended Skills Development Provider, you are required to:

1. Complete and submit the attached code of conduct to SSETA within 7 working days of receipt of this letter.
2. Submit learner enrolments to SSETA within 21 days of the commencement of the approved training intervention.
3. Conduct training, assessment and moderation.
4. Upload learner achievements in order for external moderation to be conducted by the SSETA.

Leading Edge Business (Pty) Ltd's programme approval status is subject to the continued accreditation of the Provider by their Primary ETQA. Learners may not be enrolled if the Accreditation by their Primary ETQA has expired, however the Provider will be allowed to exit learners that are already in the system.

Skills Development Provider monitoring site visits will continue to be scheduled in accordance with quality assurance standards and practice.

Finally, Services SETA wishes to congratulate **Leading Edge Business Solutions (Pty) Ltd** on this achievement and is looking forward to a long association.

Should you require any further information do not hesitate to contact Services SETA.

Yours sincerely

Lindelani Masithi
Manager: Accreditation and CAM

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